



Code: 4756

Family: Construction, Maintenance, and Skilled Labor
Service: Operation and Construction
Group: Building Maintenance and Operation
Series: Steamfitting and Plumbing Trades

CLASS TITLE: FOREMAN OF PLUMBERS

CHARACTERISTICS OF THE CLASS

Under general supervision, supervises journey-level plumbers engaged in the installation, repair, and maintenance of plumbing systems, including municipal water distribution and sewer systems, and performs related duties as required

ESSENTIAL DUTIES

- Studies blueprints, specifications, and work orders and inspects work sites to assess installation, repair, and maintenance work required
- Determines equipment and materials needed and plans work processes
- Prepares cost estimates of labor, materials, equipment, and manpower needed to complete installation and repair jobs
- Plans, assigns, and schedules plumbing jobs based on established priorities and the availability of resources
- Orders materials, equipment, and supplies and coordinates their delivery to work sites
- Supervises work in progress to ensure efficiency, timeliness, and adherence to safety procedures
- Inspects completed jobs for compliance with specifications, established quality standards, and applicable municipal codes
- Oversees crews engaged in installing new and repairing breaks in existing municipal water mains and sewer lines
- Troubleshoots and assists in performing complex plumbing installation and repair jobs
- Trains staff in work and safety procedures and evaluates their performance
- Works with other trades at job sites to ensure efficiency of operations
- Maintains work records, prepares project status reports and approves employee time records
- Tests new plumbing equipment and fixtures and makes recommendations for possible acquisition
- Investigates complaints of water leaks

NOTE: *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

MINIMUM QUALIFICATIONS

Education, Training, and Experience

- A combination of education, training and experience suitable to obtain a plumber's license as issued by either the State of Illinois or the City of Chicago, plus two years of journey-level work experience as a plumber.

Licensure, Certification, or Other Qualifications

- A valid plumber's license issued by either the State of Illinois or the City of Chicago is required
- A valid State of Illinois driver's license is required

- Some positions must obtain and maintain a license issued by the Illinois Environmental Protection Agency as a Cross-Connection Control Device Inspector within six months of hire

WORKING CONDITIONS

- General office environment
- Exposure to outdoor weather conditions
- Exposure to loud noise, fumes or dust, oily or wet environment
- Exposure to hazardous conditions (e.g., construction sites)
- Work performed in cramped or confined locations
- Work performed above or below ground level

EQUIPMENT

- Standard office equipment (e.g., telephone, printer, photocopier, fax machine, calculator)
- Computers and peripheral equipment (e.g., personal computer, computer terminals, hand-held computer)
- Personal protective equipment (e.g., hard hat, shoes, glasses, gloves)
- Safety devices or equipment (e.g., cones, barricades, metal plates, scaffolding, ropes)
- Measuring tools (e.g., tape measure, ruler, calipers, measuring wheel)
- Standard tools and equipment of the plumbing trade (e.g., hammer, screwdriver, saw, pipe cutter, threader, welding equipment, rodding equipment, torches)
- Two-way radio

PHYSICAL REQUIREMENTS

- Substantial lifting (up to 50 pounds) is required
- Ability to walk and stand for extended periods of time
- Ability to quickly bend, stretch, twist, or reach out with one's body, arms, and/or legs
- Ability to climb staircases, ladders, and/or step stools
- Ability to access difficult to enter spaces (e.g., roofs, basements, tanks, field equipment, cramped quarters)
- Ability to operate applicable hand tools, power tools, and equipment

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER WORK REQUIREMENTS

Knowledge

Considerable knowledge of:

- *plumbing principles, theory, methods, and procedures
- *plumbing repair, maintenance, and preventative maintenance methods, practices, and procedures
- *plumbing equipment and properties and characteristics of plumbing materials
- *applicable hand and power tools
- *plumbing safety and code standards, including OSHA standards
- *applicable safety principles, methods, practices, and procedures

- *use of safety equipment and protective gear

Some knowledge of:

- *applicable federal, state, and local laws, regulations, and guidelines
- supervisory principles, methods, practices, and procedures
- *use of sewer system equipment and materials
- *applicable emergency operations

Knowledge of applicable City and department policies, procedures, rules, and regulations

Other knowledge as required for successful performance in the Plumber class

Skills

- *ACTIVE LEARNING - Understand the implications of new information for both current and future problem-solving and decision-making
- *ACTIVE LISTENING - Give full attention to what other people are saying, take time to understand the points being made, ask questions as appropriate, and not interrupt at inappropriate times
- *CRITICAL THINKING - Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems
- MONITORING - Monitor and assess performance of one's self, other individuals, or organizations to make improvements or take corrective action
- *MANAGEMENT OF MATERIAL RESOURCES - Obtain and see to the appropriate use of equipment, facilities, and materials needed to do certain work
- *INSTRUCTING - Teach others how to do something
- *EQUIPMENT SELECTION - Determine the kind of tools and equipment needed to do a job
- *TROUBLESHOOTING - Determine causes of operating errors and decide what to do about it

Other skills as required for successful performance in the Plumber class

Abilities

- COMPREHEND ORAL INFORMATION - Listen to and understand information and ideas presented through spoken words and sentences
- SPEAK - Communicate information and ideas in speaking so others will understand
- COMPREHEND WRITTEN INFORMATION - Read and understand information and ideas presented in writing
- WRITE - Communicate information and ideas in writing so others will understand
- RECOGNIZE PROBLEMS - Tell when something is wrong or is likely to go wrong
- REASON TO SOLVE PROBLEMS - Apply general rules to specific problems to produce answers that make sense

Other abilities as required for successful performance in the Plumber class

Other Work Requirements

- PERSISTENCE - Persist in the face of obstacles on the job
- INITIATIVE - Demonstrate willingness to take on job challenges
- STAMINA - Demonstrate energy and stamina to accomplish work tasks

- LEADERSHIP - Demonstrate willingness to lead, take charge, and offer opinions and direction
- DEPENDABILITY - Demonstrate reliability, responsibility, and dependability and fulfill obligations
- ATTENTION TO DETAIL - Pay careful attention to detail and thoroughness in completing work tasks
- ANALYTICAL THINKING - Analyze information and using logic to address work or job issues and problems

Other characteristics as required for successful performance in the Plumber class

All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City's Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

* May be required at entry.

City of Chicago
Department of Human Resources

August, 2010

Licensure, Certification, or Other Qualifications updated: July, 2016